



**CITY OF SOUTH PASADENA  
CULTURAL HERITAGE COMMISSION**

**AGENDA  
REGULAR MEETING**

**THURSDAY, APRIL 21, 2022 at 6:30 P.M.**

**CITY COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

*South Pasadena Cultural Heritage Commission Statement of Civility*

*As your appointed governing board we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena Cultural Heritage Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. “Dick” Richards, Jr., located at 1424 Mission Street, South Pasadena.

Please be advised that pursuant to government code, and to ensure the health and safety of the public, staff, and Cultural Heritage Commission, as the Council Chambers will be open to the public for the meeting and members of the public may attend the in-person meeting, all are kindly reminded to follow Los Angeles County Public Health and CDC regulations and guidelines that are in place and may be posted. The in-person hybrid meeting will be conducted live in the City Council Chambers.

The Meeting will be available:

- In Person Hybrid – City Council Chambers, 1424 Mission Street, South Pasadena
- Via Zoom: <https://us02web.zoom.us/j/82268359053> **Meeting ID: 822 6835 9053**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the two methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:  
<https://us02web.zoom.us/j/82268359053>

**CALL TO ORDER:** Chair Rebecca Thompson

**ROLL CALL:** Chair Rebecca Thompson  
Vice-Chair Mark Gallatin  
Commissioner William Cross  
Commissioner Conrado Lopez  
Commissioner Kristin Morrish

**COUNCIL LIAISON:** Councilmember Evelyn G. Zneimer

**STAFF PRESENT:** Angelica Frausto-Lupo, Community Development Director  
Matt Chang, Planning Manager  
Susana Martinez, Associate Planner  
Juliet Arroyo, Contract Planner

**APPROVAL OF AGENDA**  
Majority vote of the Commission to proceed with Commission business.

**DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**  
Disclosure by Commissioners of site visits and ex-parte contact for items on the agenda.

**PUBLIC COMMENT GUIDELINES** (Public Comments are limited to 3 minutes)  
The Cultural Heritage Commission welcomes public input. If you would like to comment on an agenda item, members of the public may participate by one of the following options:

Option 1:  
Participate in-person at the City Council Chambers, 1424 Mission Street, South Pasadena

Option 2:  
Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 3:  
Email public comment(s) to [PlanningComments@southpasadenaca.gov](mailto:PlanningComments@southpasadenaca.gov).  
Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on, and
- 3) Submit by no later than 12:00 p.m., on the day of the Cultural Heritage Commission meeting.

NOTE: Pursuant to State law, the Cultural Heritage Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Cultural Heritage Commission or staff may briefly respond to statements made or questions posed by persons exercising public

testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

**PUBLIC COMMENT**

**1. Public Comment – General (Non-Agenda Items)**

**CONSENT CALENDAR**

**2. 1709 Meridian Avenue (APN: 5310-031-003), Project No. 2478-COA – To allow replacement of 13 windows.**

Recommendation

Review the proposed project and determine appropriateness.

**PUBLIC HEARING**

**3. 832 Garfield Avenue (APN: 5324-024-029), Project No. 2448-VAR/COA – A Variance and Certificate of Appropriateness** to deviate the required side yard setback of seven feet six inches (7'-6") to five feet (5'-0") along the northerly property line and a Certificate of Appropriateness (COA) for a proposed 933 square foot addition to the first and second floor of an existing two-story, 1,289 square-foot single-family dwelling and an attached 382 square-foot tandem two-car garage.

Recommendation

Form a subcommittee to work with the applicant to refine the proposed design. Upon the project's redesign that meets the city's architectural design guidelines, staff recommends that the Cultural Heritage Commission recommend approval of the revised design to the Planning Commission, subject to the conditions of approval.

**INFORMATION**

**4. Staff-level Historic Resources Evaluation (S-HRE) Update**

Recommendation

Receive and file the staff report.

**ADMINISTRATION**

- 5. Comments from City Council Liaison
- 6. Comments from Commissioners
- 7. Comments from Subcommittees
- 8. Comments from South Pasadena Preservation Foundation (SPPF) Liaison
- 9. Comments from Staff

**ADJOURNMENT**

10. Adjourn to the Cultural Heritage Commission regular meeting scheduled for May 19, 2022 at 6:30 PM.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Cultural Heritage Commission meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/cultural-heritage-commission/cultural-heritage-commission-agendas>

Agenda related documents provided to the Cultural Heritage Commission are available for public review on the City’s website. Additional documents, when presented to the Cultural Heritage Commission, will also be uploaded and available on the City’s website.

**AGENDA NOTIFICATION SUBSCRIPTION**

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or calling the City Clerk’s Division at (626) 403-7230.

**ACCOMMODATIONS**



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

*I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s website as required by law.*

4/14/2022 \_\_\_\_\_  
 Date Matt Chang, Planning Manager

*Matt Chang*